

Company Name _____

EPA ID# No. _____

Inspection Date _____

Part IV

SMALL QUANTITY GENERATOR (SQG)

Indicate:

X Violations

Indicate:

X Satisfactory
NA Not Applicable

SQG - Small Quantity Generator - The generator who generates more than 100 kg/mo but less than 1,000 kg/mo of non-acute hazardous waste in a calendar month, and accumulates less than 6,000 kg on-site has complied with the following:

1. General Requirements - 372.2(a)

- (a) ___ The generator has made a determination as to whether or not his solid waste is a hazardous waste - 372.2(a)(2). _____
- (b) ___ The generator has obtained an EPA identification number - 372.2(a)(3)(i). _____
- (c) ___ The generator has not offered hazardous waste to transporters or to treatment, storage, or disposal facilities that have not received an EPA identification number - 372.2(a)(3)(ii). _____
- (d) ___ The quantity of non-acute hazardous waste accumulated on-site never exceeds 6,000 kg. - 372.2(a)(8)(iii)(a). _____
- (e) ___ Waste may be stored for up to 180 days unless the disposal facility is 200 miles or more away. Storage up to 270 days is then allowed - 372.2(a)(8)(iv). _____
- (f) ___ At all times there must be at least one employee on-site or on call with the responsibility for coordinating emergency measures - 372.2(a)(8)(iii)(e)(1). _____
- (g) ___ The name and phone number of the emergency coordinator must be posted next to the telephone - 372.2(a)(8)(iii)(e)(2)(i). _____
- (h) ___ The location of fire extinguishers and spill control material and, if present, fire alarm must be posted next to the telephone - 372.2(a)(8)(iii)(e)(2)(ii). _____
- (i) ___ The telephone number of the fire department must be posted next to the phone unless the facility has a direct alarm - 372.2(a)(8)(iii)(e)(2)(iii). _____
- (j) ___ The generator has ensured that all employees are thoroughly familiar with proper waste handling and emergency procedures - 372.2(a)(8)(iii)(e)(3). _____
- (k) ___ The emergency coordinator or a designee have responded appropriately to any emergencies that have arisen - _____

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372.2(a)(8)(iii)(e)(4).

2. Accumulation Area Requirements - 372.2(a)(8)(i)

- (a) ___ The containers appear to be in good condition and are not in danger of leaking - 373-3.9(b). _____
- (b) ___ Hazardous waste is stored in containers made of compatible materials - 373-3.9(c). _____
- (c) ___ All containers except those in use are closed - 373-3.9(d)(1). _____
- (d) ___ Containers holding hazardous waste must not be opened, handled or stored in a manner which may rupture the containers or cause them to leak - 373-3.9(d)(2). _____
- (e) ___ Containers are marked with the words "Hazardous Waste" and with other words that identify the contents of the containers - 372.2(a)(8)(i)(a)(2). _____
- (f) ___ Hazardous waste may be accumulated in excess of 55 gallons or 1 quart of acutely hazardous waste at or near the point of generation provided that Section 372.2(a)(8)(iii) requirements are met within 3 days, and the container holding the excess accumulation is marked with the date the excess amount began accumulating - 372.2(a)(8)(i)(b). _____

3. Container Storage Requirements - 372.2(a)(8)(iii)(b)

- (a) ___ The date upon which each period of accumulation begins is clearly marked and visible for inspection on each container - 372.2(a)(8)(iii)(d). _____
- (b) ___ Each container is marked with the words "Hazardous Waste" and with other words to identify the contents - 373-3.9(d)(3). _____
- (c) ___ The containers appear to be in good condition and are not in danger of leaking. (If containers are leaking, describe the type, condition, contents and number that are leaking or corroded. Be detailed and specific) - 373-3.9(b). _____

- (d) ___ Hazardous waste is stored in containers made of compatible materials - 373-3.9(c). _____
(If not, please explain.) _____

Indicate

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- (e) ___ All containers except those in use are closed - 373-3.9(d)(1). ___
- (f) ___ Containers holding hazardous waste must not be opened, handled or stored in a manner which may rupture the containers or cause them to leak - 373-3.9(d)(2). ___
- (g) ___ The container storage area is inspected at least weekly - 373-3.9(e). ___
- (h) ___ The generator complies with the following special requirements related to incompatible wastes - 373-3.9(g):
- (1) ___ Incompatible wastes, or incompatible wastes and materials, are not placed in the same container, or in an unwashed container that previously held an incompatible waste or material unless the placement is conducted to prevent the following - 373-3.9(g)(1) & (2):
- (a) ___ the generation of extreme heat or pressure, fire or explosion, or violent reaction - 373-3.2(h)(2)(i); ___
- (b) ___ production of uncontrolled toxic mists, fumes, dusts or gases in sufficient quantities to pose a risk of fire or explosions - 373-3.2(h)(2)(ii); ___
- (c) ___ production of uncontrolled flammable fumes or gases in sufficient quantities to pose a risk of fire or explosions - 373-3.2(h)(2)(iii); ___
- (d) ___ damage to the structural integrity of the device or facility containing the waste - 373-3.2(h)(2)(iv); or ___
- (e) ___ a threat to human health or the environment - 373-3.2(h)(2)(v). ___
- (2) ___ Containers holding a hazardous waste that is incompatible with any waste or other materials stored nearby in other containers, piles, open tanks, or surface impoundments must be separated from the other materials or protected from them by means of a dike, berm, wall, or other device - 373-3.9(g)(3). ___
- (i) ___ Special requirements for small quantity generators accumulating more than 185 gallons of liquid hazardous waste in storage areas over sole source aquifers - 373-1.1(d)(1)(iv)(g). ___
- (1) ___ The container storage areas are within a secondary containment system designed and operated in accordance with the following - 373-1.1(d)(1)(iv)(f)(1):
- (a) ___ The base under the containers must be free of ___

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cracks or gaps and sufficiently impervious to contain collected material until it is removed - 373-2.9(f)(1)(i).

(b) ___ The base must be sloped or the containment system ___ otherwise designed and operated to drain and remove liquid unless the containers are elevated or protected from contact with accumulated liquids - 373-2.9(f)(1)(ii).

(c) ___ The containment system must have sufficient ___ capacity to contain 10 percent of the volume of containers or the volume of the largest container, whichever is greater. Containers that do not contain free liquids are not considered in this determination - 373-2.9(f)(1)(iii).

(d) ___ Run-on is prevented unless the system has ___ sufficient excess capacity over that required in (3) - 373-2.9(f)(1)(iv).

(e) ___ Accumulated waste and precipitation must be ___ removed as necessary to prevent overflow - 373-2.9(f)(1)(v).

4. Tank Storage Requirements - 373-3.10(1)
(Complete Part IV-A)

5. Manifest, Reporting and Recordkeeping Requirement - 372.2(b) & (c)

(a) ___ Hazardous waste is shipped off-site with an ___ accompanying manifest - 372.2(b)(5)(i).

If violation is checked, please provide details.

(b) List the frequency of shipments and the amount of waste per shipment.

(c) ___ The transporter has a valid Part 364 permit or is ___ otherwise authorized to transport the waste to the designated facility - 372.2(b)(5)(ii).

(d) ___ The generator offers for shipment or ships hazardous ___ waste to an authorized facility. - 372.2(b)(5)(iii).

If violation is checked, please provide details.

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(e) ___ Each manifest is completed in accordance with the instructions found in Appendix 30 of Part 372 - 372.2(b)(1). [Indicate items in violation]

	Generator	Trans 1	Trans 2	TSDf	
(1) ___	Name of	___	___	___	___
(2) ___	EPA ID No. of	___	___	___	___
(3) ___	Mailing Address of	___		___	___
(4) ___	Telephone No. of	___	___	___	___
(5) ___	Manifest Document #				___
(6) ___	The proper USDOT description.				___
(7) ___	The appropriate: ___ quantity, ___ container number, ___ container type, and ___ waste type by units of weight or volume.				___
(8) ___	Signed certification that the materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation under regulations of the USDOT and NYSDEC.				___
(f) ___	The generator has contacted the designated facility immediately after not receiving signed copies of manifests for wastes shipped off-site more than 35 days ago - 372.2(c)(3):				___
___	For these shipments, exception reports have been submitted after not receiving signed copies of manifests for 45 days - 372.2(c)(3).				___
(g) ___	The generator must distribute copies of the manifest as specified on the manifest form, postmarked within five (5) business days of the shipment date - 372.2(b)(3).				___
(h) ___	For international shipments the generator has done the following - 372.2(b)(4)(i):				___
(1) ___	The EPA and the Department have been notified 60 days prior to shipment of the hazardous waste destined for treatment, storage or disposal outside the United States - 372.5(c)(1).				___
(2) ___	Primary exporters of hazardous waste must file with the Administrator and the Department no later than March 1 of each year, a report summarizing the types, quantities, frequency, and ultimate destination of all hazardous waste exported during the previous calendar year - 372.5(f)(1).				___
(i) ___	The generator has complied with the requirements of Section 372.6 for interstate shipments - 372.2(b)(4)(ii).				___

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- (j) ___ The generator has complied with the requirements for shipping by rail or water (bulk) found in Section 372.7 - 372.2(b)(4)(iii). ___
- (k) ___ The requirements of this section (Manifest Requirements) do not apply to hazardous waste produced by generators of less than 1,000 kg/m provided the following conditions are met - 372.2(b)(7): ___
 - (1) ___ The waste is reclaimed under a contractual agreement pursuant to which - 372.2(b)(7)(i): ___
 - (a) ___ the type of waste and frequency of shipments are specified in the agreement - 372.2(b)(7)(i)(a); ___
 - (b) ___ the vehicle used for transporting the waste and delivering regenerated material back to the generator is owned and operated by the reclaimer - 372.2(b)(7)(i)(b); and ___
 - (c) ___ the reclaimer complies with Part 364 - 372.2(b)(7)(i)(c). ___
 - (2) ___ The generator records the following information for each shipment - 372.2(b)(7)(ii): ___
 - (a) ___ the hazardous waste code and quantity of waste shipped - 372.2(b)(7)(ii)(a); and ___
 - (b) ___ the date the waste is shipped - 372.2(b)(7)(ii)(b). ___
 - (3) ___ The generator maintains a copy of the reclamation agreement for at least three years after termination or expiration of the agreement - 372.2(b)(7)(iii). ___
- (l) ___ A copy of each manifest has been kept for at least three years from the date the waste was accepted by the initial transporter - 372.2(c)(1)(i). ___
- (m) ___ A copy of each Exception Report must be kept for a period of at least three years from the due date of the report - 372.2(c)(1)(ii). ___
- (n) ___ A generator must keep records of any test results, waste analyses, or other determinations made in accordance with Part 372.2(a)(2) for at least three years - 372.2(c)(1)(iii). ___
- (o) ___ All records required under subdivision 372.2(c) were furnished upon request, or made available at a reasonable time for inspection - 372.2(c)(1)(iv). ___
- (p) ___ There is written communication that the designated treatment, storage or disposal facility is authorized for the hazardous wastes being offered for shipment, has capacity to accept such hazardous waste, and will assure the ultimate disposal method is followed - 372.2(b)(2)(i). ___
- (q) ___ There is written communication that the designated transporter is authorized to deliver the waste to the facility on the manifest - 372.2(b)(2)(ii). ___

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6. Preparedness and Prevention - 373-3.3

- (a) ___ The facility is maintained and operated to minimize the possibility of a fire or explosion, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil or surface water - 373-3.3(b). ___
- (b) ___ The facility must be equipped with the following, unless none of the hazards posed by waste handled at the facility could require a particular kind of equipment specified below - 373-3.3(c): ___
 - (1) ___ An internal communication or alarm system capable of providing immediate emergency instruction (voice or signal) to facility personnel - 373-3.3(c)(1); ___
 - (2) ___ A device, such as a telephone (immediately available at the scene of operations) or a hand-held, two-way radio capable of summoning emergency assistance from local police or fire departments or emergency response teams - 373-3.3(c)(2); ___
 - (3) ___ Portable fire extinguishers, fire control equipment, spill control equipment and decontamination equipment - 373-3.3(c)(3); and ___
 - (4) ___ Water at adequate volume and pressure to supply water hose streams, or foam-producing equipment, or automatic sprinklers, or water spray systems - 373-3.3(c)(4). ___
- (c) ___ Facility communications or alarm systems, fire protection equipment, and spill control equipment are tested and maintained as necessary to assure their proper operation in time of emergency - 373-3.3(d). ___
- (d) ___ Personnel involved in hazardous waste operations have immediate access to an internal alarm or emergency communication device either directly or through visual or voice contact with another employee - 373-3.3(e). ___
- (e) ___ The owner or operator must maintain aisle space to allow the unobstructed movement of personnel, fire protection equipment, spill control equipment, and decontamination equipment to any area of facility operation in an emergency unless aisle space is not needed for any of these purposes - 373-3.3(f). ___
- (f) ___ The facility owner or operator has attempted to make the following arrangements as appropriate with local authorities for the type of waste handled at the facility and the potential need for the services of these organizations - 373-3.3(g)(1): ___
 - (1) ___ Arrangements to familiarize police, fire departments and emergency response teams with the functions and layout of the facility - 373-3.3(g)(1)(i); ___

Indicate

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- (2) ___ Where more than one police and fire department might ___
respond to an emergency, an agreement designating
primary emergency authority to a specific police and
a specific fire department, and agreements with any
others to provide support to primary emergency
authority - 373-3.3(g)(1)(ii);
- (3) ___ Agreements with State emergency response teams, ___
emergency response contractors, and equipment
suppliers - 373-3.3(g)(1)(iii); and
- (4) ___ Arrangements to familiarize local hospitals with the ___
properties of hazardous waste handled at the facility
and the types of injuries or illnesses which could
result from fires, explosions or releases at the
facility - 373-3.3(g)(1)(iv).
- (g) ___ Where state or local authorities decline to enter into ___
such arrangements, the owner or operator has documented
the refusal in the operating record - 373-3.3(g)(2).